

HELICOPTER OPERATORS AT SCOTTSDALE AIRPORT
AND
SCOTTSDALE AIRPORT TRAFFIC CONTROL TOWER

LETTER OF AGREEMENT

Effective: June 1, 2004

SUBJECT: HELICOPTER ARRIVAL AND DEPARTURE PROCEDURES

1. **PURPOSE.** This agreement specifies responsibilities, defines terms, and establishes procedures to be used between Scottsdale Tower and signatory operators for the control and operation of VFR helicopters within the Scottsdale Airport Class Delta Airspace.
2. **SCOPE.** Unless otherwise coordinated and approved, the procedures contained herein shall be used for helicopter operations to or from locations on the Scottsdale Airport/Airpark and within the Scottsdale Class Delta Airspace.
3. **RESPONSIBILITIES.** Scottsdale Tower shall retain the authority to withdraw the provisions of this Letter of Agreement at any time. Signatories to this Letter of Agreement shall be responsible to ensure each pilot using their facility is thoroughly briefed and familiar with the procedures contained herein.
4. **CANCELLATION.** AIR SERVICES INTERNATIONAL (ASI), ARIZONA WING AND ROTOR, INC., AVCON INC., WESTCOR AVIATION, INC, KTVK TV-3. AND SCOTTSDALE TOWER LETTER OF AGREEMENT; same subject, dated 06/24/95 is canceled.
5. **DEFINITION OF APPLICABLE TERMS.** (see attachments 1 and 2).
 - a. "JAX" – term used by Scottsdale ATCT and signatories for Arrival and Departure Routes west and north of Scottsdale Airport in the Scottsdale Class "D".
 - b. "PIMA" – term used by Scottsdale ATCT and signatories for Arrival and Departure Routes east and south of Scottsdale Airport in the Scottsdale Class "D"
 - (1) Shall be used by pilots on initial contact with Scottsdale Tower to indicate their understanding of and participation in this Letter of Agreement.
 - (2) That the pilot understands that operations conducted under the provisions of this Letter of Agreement to or from any point on the Scottsdale Airport/Airpark and within the Scottsdale Airport Class Delta Airspace, other than the Scottsdale Airport runway or taxiways, shall be at the pilot's own risk.

NOTE: If the operation is conducted to or from a designated movement area (a taxiway or the runway) on the Scottsdale Airport, the pilot shall request and be given an appropriate ATC clearance.

c. Reporting Points:

- (1) Point PIMA - intersection of Raintree and Loop 101.
- (2) Point BELL - intersection of Bell and Scottsdale Roads.
- (3) Point TANKS – Water Tanks north of Greenway Taxiway.
- (4) Point JAX – CrackerJack Recreational Area

6. **PROCEDURES.**

a. All Helicopters shall:

- (1) Use frequency 119.9, unless specified otherwise by Scottsdale Tower.
- (2) State the following, on initial call:
 - (a) Position
 - (b) "JAX" or "PIMA" with Departure or Arrival Route Request
 - (c) ATIS Code
 - (d) Destination (arrivals only) or other requests, such as pattern work, etc.
- (3) Desert Ridge, North and Greenway Departures, upon approval, shall depart and proceed via assigned departure routing.
- (4) East and South Departures, upon approval, shall depart and proceed to "Point TANKS" then, after receiving specific approval to cross the runway, proceed via assigned departure routing.

NOTE: These Departure Routes require crossing the runway and require specific approval prior to crossing.

- (5) On departure climb out or landing approach operators shall remain west of the parallel taxiway and runway extended centerline, at all times, unless specifically approved otherwise.

(6) These procedures shall only be used in VFR conditions. The departure and arrival routes and altitudes are not designed to provide separation.

(7) For landings at locations other than Scottsdale Airport/Airpark, report "LANDING ASSURED" to inform Scottsdale Tower that descent for landing has started.

b. Scottsdale Tower shall:

(1) Approve a pilot's request by stating "PROCEED" or "PROCEED AS REQUESTED", followed by applicable traffic and/or other instructions, as necessary, or

(2) Amend the pilot's request by issuing alternate instructions.

(3) For requests which require runway crossing, approve runway crossing by stating "CROSS THE RUNWAY", followed by applicable traffic and/or other instructions, as necessary.

NOTE: Any operation which requires crossing the runway requires specific approval.

7. **DEPARTURE ROUTES AND ALTITUDES.** (See attachment 1.)

a. JAX Desert Ridge Departure: Proceed northbound from Point JAX to Point BELL, then along Scottsdale Road, until north of the CAP canal, then northwest bound until reaching the practice area or departing the Scottsdale Class Delta Airspace, northwest of Scottsdale Airport. Remain at or below 500' AGL until crossing Point BELL, then climb to requested/approved altitude.

b. JAX North Departure: Proceed northbound from Point JAX to Point BELL, then along Scottsdale Road, departing the Scottsdale Class Delta Airspace, north of Scottsdale Airport. Remain at or below 500' AGL until crossing Point BELL, then climb to requested/approved altitude.

c. JAX Greenway Departure: Proceed westbound from Point JAX along Greenway Road, departing the Scottsdale Class Delta Airspace, west of Scottsdale Airport. Remain at or below 500' AGL until crossing Point JAX, then climb to requested/approved altitude.

d. PIMA East Departure: After receiving specific approval to cross the runway, proceed eastbound from Point TANKS, direct to Point PIMA. Then continue on course, departing the Scottsdale Class Delta Airspace, east of Scottsdale Airport. Remain at or below 500' AGL until crossing Point PIMA, then climb to requested/approved altitude.

e. PIMA South Departure: After receiving specific approval to cross the runway, proceed eastbound from Point TANKS, direct to Point PIMA. Then southbound along Loop

101, departing the Scottsdale Class Delta Airspace, south of Scottsdale Airport. Remain at or below 500' AGL until crossing Point PIMA, then climb to requested/approved altitude.

8. **ARRIVAL ROUTES AND ALTITUDES.** (See attachment 2.)

a. JAX Desert Ridge Arrival: Enter the Scottsdale Class Delta Airspace in the vicinity of the Sky-Hi practice area, northwest of the Scottsdale Airport. Proceed southeast bound north of the CAP canal to Scottsdale Road, then southbound to, and report over, Point BELL. At Point BELL, direct Point JAX direct destination. Cross Point BELL at or below 500' AGL.

b. JAX North Arrival: Enter the Scottsdale Class Delta Airspace north of Scottsdale Airport. Proceed southbound along Scottsdale Road to, and report over, Point BELL. At Point BELL, proceed direct Point JAX direct destination. Cross Point BELL at or below 500' AGL.

c. JAX Greenway Arrival: Enter the Scottsdale Class Delta Airspace west of Scottsdale Airport. Proceed eastbound along Greenway Road to, and report over, Point JAX. At Point JAX, proceed direct destination. Cross Point JAX at or below 500' AGL.

d. PIMA East Arrival: Enter the Scottsdale Class Delta Airspace east of Scottsdale Airport. Proceed directly to, and report over, Point PIMA. After receiving specific approval to cross the runway, proceed direct to Point TANKS, then direct destination. Cross Point PIMA at 500' AGL.

e. PIMA South Arrival: Enter the Scottsdale Class Delta Airspace south of Scottsdale Airport. Proceed northbound along Loop 101 to, and report over, Point PIMA. After receiving specific approval to cross the runway, proceed direct to Point TANKS, then direct destination. Cross Point PIMA at 500' AGL.

NOTE: Any operation which requires crossing the runway requires specific approval.

NOTE: When operating in the Scottsdale Class “D” it is requested that operators fly over roadways or sparsely populated areas as much as practicable.

John E. Brett
Air Traffic Manager
Scottsdale ATCT

ATTACHMENTS (2)

POINT WESTCOR DELETED

Page 1 – Definitions JAX and PIMA (new) Delete PECOS

Page 2 – Reporting points Tanks (new) redefined JAX and PIMA

Initial call up – JAX or PIMA

ATIS Code (pilot must state CODE)

Greenway Departures added

Page 3 – JAX added for all west/north routes

Sky-Hi name change to Desert Ridge (both arrivals and departures)

Greenway Route added

PIMA added for all east/south routes

POINT TANKS added

Frequency changes prior to departing Class D must be asked for.

Page 4 – At or below deleted for east/south arrivals – These are now at 500 AGL

At or below remains in the Desert Ridge, North and West routes

POINT TANKS again added.

Note added: for operators.